THOMAS J. ORLOFF

DISTRICT ATTORNEY

OFFICE OF THE DISTRICT ATTORNEY

FAMILY SUPPORT DIVISION

ALAMEDA COUNTY

CALIFORNIA

2901 PERALTA OAKS COURT OAKLAND, CA 94605-5319 (510) 639-7299

Dear Parent,

As per your request of this date, attached please find forms necessary for you to complete in order that we may obtain child support for you. Please return the forms to our office at the above address. If you give us accurate, current and complete information, it will help us to do our job and it will also expedite your case.

If a court has ordered the absent parent to pay child support, <u>please send us a copy</u> of the order and a copy of any modifications of that order. Do not send the originals.

Your case will be reviewed upon receipt of the completed forms, and you will be advised by mail as to the activity to be taken on your case.

A self-addressed envelope is enclosed for your convenience.

Very truly yours,

THOMAS J. ORLOFF DISTRICT ATTORNEY

Encs.